

THE CITY OF MOORPARK PRESENTS

Moorpark ARTS FESTIVAL

A TRADITION OF CELEBRATING THE ARTS SINCE 1930



*Saturday,
April 5 2014*

*Annual Street Festival Celebrating the Arts
on High Street at the High Street Arts Center 45 E. High Street, Moorpark*

CALL FOR VENDORS

SHOP

Hand-crafted arts and crafts

EXPLORE

Hands-on art activities

EXPERIENCE

Performing & musical arts

BEHOLD

Visual art displays & more!



For More Information 805-517-6300
WWW.MOORPARKARTSFESTIVAL.COM



City of Moorpark Parks, Recreation, Community Services
CALL FOR ART VENDORS
 Saturday, April 5, 2014

Original / Handcrafted Items Only!

Deadline March 14th, 2014

The annual Moorpark Arts Festival is a time-honored tradition of celebrating the arts. This street arts festival is located on the historic High Street in Moorpark, California. The event includes art vendors located along the street, display artists in our galleries, live performers on two stages, youth art displays, gourmet food, and hands on activities. Moorpark is a great place for artists to show artwork. The City has a median family income of \$92,277 and median home price of \$531,600. Moorpark is centrally located between Simi Valley, Thousand Oaks, and Camarillo.

Event Highlights

- Saturday, April 5 2014
- 10:00 a.m. – 4:00 p.m.
- Located in the historic downtown of Moorpark, High Street. (45 East High Street, Moorpark)
- Free to the public
- Free parking

Eligibility: The Moorpark Arts Festival is open to all artists of any medium who produce only original, handcrafted items.

Arts Vendors may purchase a 10x10 or 10x20 booth at the Moorpark Arts Festival. Please note we do not provide canopies, table, chairs, etc. Vendors must provide their own equipment

Booth Size	Fees Before February 28, 2013	Fees After February 28, 2013
10 x 10 Booth (Resident)	\$35	\$50
10 x 20 Booth (Resident)	\$70	\$100
10 x 10 Booth (Non-Resident)	\$50	Same
10 x 20 Booth (Non-Resident)	\$100	Same

All entries are subject to committee approval. You will be notified when your application has been approved. Fees will not be charged until your application is approved.

Checklist *(Please check off as completed and included with you application)*

- _____ Read the "Art Vendor Prospectus"
- _____ Completed and signed "Art Vendor" ***Application Form Enclosed***
- _____ Seller's Permit Enclosed
- _____ Payment Enclosed
- _____ Four (4) images of representative art work on a CD labeled with artist's name enclosed or emailed
- _____ One (1) Photograph of Booth Set-up with Artist Name on back (or include booth image on CD or email)



City of Moorpark Parks, Recreation, Community Services
ART VENDOR PROSPECTUS
Saturday, April 5, 2014

EVENT SITE & AMENITIES: Spaces will be 10' x 10'. Booths will be located along High Street. Booth placement will be at the City's sole discretion. Restrooms are located at the Moorpark Chamber of Commerce and High Street Arts Center. We're sorry, but storage space is not available. Vendors requiring electricity for their booth may bring a small, quiet generator. Parking for vendor vehicles will be available at the Metrolink north and south parking lots.

CHECK-IN / CHECK-OUT: Check-in will be on Saturday between 7:30 and 9:00 a.m. Booths and exhibits must be set up and ready to serve the public by 10:00 a.m. Clean-up and removal of booths will begin at 4:00 p.m. All items must be removed by 6:00 p.m. The City of Moorpark does not accept any liability for missing or damaged items left at the event site.

EVENT CANCELCATION AND EXCLUSION FROM EVENT: This event is subject to inclement weather. The City of Moorpark reserves the right to cancel the event under extreme weather conditions and will not accept any responsibility for goods damaged due to inclement weather, nor issue refunds or credits. No rain date will be scheduled. In order to maintain the integrity and family oriented atmosphere of our event, the City of Moorpark reserves the right to exclude any vendor, or to prohibit the display and sale of any item, on the day of the event. Vendors or exhibitors displaying offensive or vulgar signs, displays, or any other materials, as determined by the City at its sole discretion to be inappropriate, will be removed from the event.

SELLERS PERMIT: The Board of Equalization (BOE) requires a seller's permit and a sub-permit for each selling location. To register and obtain a sub-permit, call Taxpayer Information Section at 800-400-7115. For a list of BOE offices, visit <http://www.boe.ca.gov/info/phone.htm>. A copy of your sellers permit must be submitted with this application. The sub-permit is required the day of the event. Use 45 East High Street, Moorpark CA 93021 (High Street Arts Center) for your vending address.

APPLICATIONS AND CONFIRMATION: Completed and signed application forms, along with entry fees, can be mailed to: Moorpark Arts Festival Applications, 799 Moorpark Avenue, Moorpark CA 93021. Make checks payable to "City of Moorpark." Incomplete or unsigned applications will not be accepted. The deadline for application submission is March 14, 2014. Registrations are taken on a first-come, first-served basis, or until all spaces have filled. Application must include a photograph of the items to be sold. Photos can be mailed in with the application or e-mailed to Dylan Gunning at Dgunning@MoorparkCa.gov. All vendors will receive an information packet about one week prior to the event which includes site maps, parking instructions, booth assignments, and any special notices. Please remember that vendors must supply their own canopies, tables, chairs, displays, racks, signs, receipts, cash bank and change, etc. All canopies, displays, sales items, etc. must fit within the designated booth space. It is recommended vendors bring sandbags or weights to stabilize their canopy as Moorpark often has windy weather. The City reserves the right to reject any application.

JURIED ART ENTRIES AVAILABLE AT \$20 FOR 4 PIECE ENTRY: The Moorpark Arts Festival additionally offers a juried art exhibit separate from the vendor booths. Jury members will be a selection of professional artists, and members of the Moorpark Arts Commission. Ribbons will be awarded for first, second, third place and honorable mention in each category. **See fine art display application for more details.**

FEES: Fees are listed on page one and are due in full at time of application. Payment will be deposited upon acceptance of application. Once deposited, all fees are non-refundable.

Questions? Call (805) 517-6300.

ORIGINAL / HANDCRAFT ARTS VENDOR APPLICATION: Moorpark Arts Festival 2014

Business/Organization Name: _____

Contact Person: _____ Title: _____

Address: _____

City / State / Zip: _____

Phone: _____ Cell: _____

E-mail: _____

Items to be sold (Only original / handcrafted items will be accepted.): _____

Special Requests / Notes: _____

AUTHORIZED SIGNATURE REQUIRED TO COMPLETE APPLICATION

I, the undersigned, and on behalf of all members, employees, volunteers, and all other persons associated with the above referenced business or organization, am voluntarily participating in the Moorpark Arts Festival. I understand that such participation does not establish or imply an employer-employee or an agency relationship with the City of Moorpark. The City of Moorpark does not provide any insurance coverage of any kind, for any event participant. The City of Moorpark strongly recommends that appropriate insurance be obtained by each participant. I, the undersigned, in consideration of the request and permission to participate in the Moorpark Arts Festival, hereby assume full responsibility for all risk of injury or loss which may result from my participation in this activity and hereby AGREE TO DEFEND, INDEMNIFY, HOLD HARMLESS, RELEASE AND FOREVER DISCHARGE the City of Moorpark, from any and all acts of negligence and all claims and demands whatsoever, which the undersigned, any third person, or any persons acting under their behalf, have or may have against the City of Moorpark, by reason of any accident, illness, injury to or death of any person or persons, or damage to or loss or destruction of any property arising or resulting directly or indirectly from participation in the Moorpark Arts Festival and occurring during said participation, or any time subsequent thereto. The terms of this release will serve as a release and assumption of risk for my heirs, executors and administrators and for all of my family members. I, the undersigned, realize that all fees are non-refundable. I grant the City of Moorpark at its discretion and free of charge, permission to use still photography of myself or my organization members and/or employees participating in City sponsored recreation programs and special events for the purpose of publicizing said programs and events. I understand that the City of Moorpark reserves the right to approve or reject any application. I further agree to abide by all terms and conditions as outlined in the vendor information packet.

SIGNED: _____ DATE: _____

PRINT NAME: _____

Application Check List:

☐ Application Completed and Signed

☐ Check or money order enclosed (make checks payable to "City of Moorpark") OR

☐ Charge my credit card: Card Number: _____ - _____ - _____ - _____

Expiration Date: ____/____ ☐ Visa or ☐ MasterCard

Name on card: _____

I agree to pay above total amount in accordance with card issuer agreement.

Signature: _____

- ☐ Picture(s) submitted ☐ with application ☐ e-mailed to Dgunning@MoorparkCa.gov
☐ Copy of Seller's Permit ☐ with application ☐ emailed to Dgunning@MoorparkCa.gov